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The Director of Central Intelligence

Washington, D.C. 20505

6 November 1985

Milliam J. Casey Chay

MEMORANDUM FOR: Distribution

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25X1 25X1 SUBJECT: Senior Management Conference

l. The fifth DCI semi-annual Senior Management Conference will be held at on Thursday and Friday, 23 and 24 January 1986. As usual, we shall depart Washington at approximately 1700 hours on the 23rd and leave at approximately 1730 hours on the 24th. By giving this much advance notice, I hope that all of the principals will be able to avoid schedule conflicts and will be able to attend. I urge you to do so.
2. Please confirm with the office of the Deputy Director, Intelligence Community Staff that you will be able to attend

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SUBJECT: Senior Management Conference

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DCI/ICS 85-3015 25 October 1985

MEMORANDUM FOR:

Director of Central Intelligence

VIA:

Deputy Director of Central Intelligence

FROM:

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VADM E. A. Burkhalter, Jr., USN

Director, Intelligence Community Staff

SUBJECT:

Notice of Dates for January Off-Site Conference

- 1. Action Requested: That you sign the attached memorandum.
- 2. Discussion: The attached is intended to give the attendees at the January Off-Site Conference early notice so they can block the time on their calendars and avoid scheduling conflicts that have been an occasional problem in the past. We will follow-up with additional details, agendas, etc. in December.

December.

E. A. Burkhalter, Jr. Vice Admiral, USN

Attachment:

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